

Green Business



is Good Business



By taking action to go green, your business can save money, protect the local environment, and get recognized for all that you do!

VERY IMPORTANT!

In order to participate in the program, all businesses must:

- (1) Complete at least 1 action from each of the 7 categories.
- (2) Be in compliance with all Federal, State, and local laws and regulations.

Questions or comments?

Email us at: greenbusiness@austintexas.gov



40-59



60-99



100-160

Business Name

Address

Zip Code

Contact

Phone Number

Email Address

Number of Full-Time Employees

Useable square footage of office building, or facility

Type of Business [Select from drop down or type custom]

Do you lease or own your workspace?

Total

Your score will be displayed here



Communication & Outreach

C1 : Does your company have a written policy recognizing sustainability as a core value in your company culture and business identity?

Completed this action
☐ Points
 3

REQUIRED: How did you achieve this strategy?

C2 : Does your business have a “Green Team” that leads environmental initiatives and builds staff support for green practices?

Completed this action
☐ Points
 2

REQUIRED: How did you achieve this strategy?

C3 : Have you hosted a speaker from Austin Energy, Austin Resource Recovery, Austin Water, Watershed Protection, Capital Metro, or other environmental organization to educate staff on environmental initiatives?

Completed this action
☐ Points
 3

REQUIRED: How did you achieve this strategy?

C4 : Does your staff understand the components of Austin Green Business Leaders and its criteria and do you provide regular updates on the progress of in-house environmental initiatives?

Completed this action
☐ Points
 1

REQUIRED: How did you achieve this strategy?

C5 : Does your business celebrate Earth Day, “Green Week” or other green events to encourage employee participation in green-related activities?

Completed this action
☐ Points
 2

REQUIRED: How did you achieve this strategy?

C6 : Do you educate employees about how they can take green action at home?

Completed this action
☐ Points
 2

REQUIRED: How did you achieve this strategy?

C7 : Do you highlight your sustainability efforts on your website, in e-newsletters, or in other forms of communication to emphasize your green practices to customers and other stakeholders?

Completed this action
☐ Points
 2

REQUIRED: How did you achieve this strategy?

C8 : Have you calculated your business’ carbon footprint and communicated the results with your team?

Completed this action
☐ Points
 2

REQUIRED: How did you achieve this strategy?

C9 : Have you performed any innovative green practices with respect to company engagement not covered elsewhere in this section?

Completed this action
☐ Points
 1

REQUIRED: How did you achieve this strategy?

Total



Resource Management

R1 : Have you conducted an onsite waste assessment with Austin Resource Recovery, a private firm or by following an EPA approach, and developed a plan to increase waste prevention, reuse, and recycling?

Completed this action

☐ Points 3

REQUIRED: How did you achieve this strategy?

R2 : Do you divert at least 75% of your waste annually from the landfill by reducing, reusing and/or recycling and have documentation to support your achievements?

Completed this action

☐ Points 3

REQUIRED: How did you achieve this strategy?

R3 : Have you developed an environmentally preferable purchasing (EPP) policy to procure green products where feasible?

Completed this action

☐ Points 2

REQUIRED: How did you achieve this strategy?

R4 : Do you purchase at least 30% post-consumer recycled copier/printer paper and at least 100% post-consumer recycled paper products (e.g., paper towels, envelopes, notepads, boxes, etc.)?

Completed this action

☐ Points 1

REQUIRED: How did you achieve this strategy?

R5 : Have you tracked how much paper your business uses and implemented strategies to achieve a paper reduction goal?

Completed this action

☐ Points 1

REQUIRED: How did you achieve this strategy?

R6 : Do you purchase recycled-content supplies, refurbished equipment, rechargeable batteries, and/or remanufactured printer cartridges?

Completed this action

☐ Points 2

REQUIRED: How did you achieve this strategy?

R7 : Do you use suppliers that take back packaging, electronics, pallets, carpet, or other products?

Completed this action

☐ Points 1

REQUIRED: How did you achieve this strategy?

R8 : Have you reduced the number of catalogs, newspapers and unwanted mail sent to your business?

Completed this action

☐ Points 1

REQUIRED: How did you achieve this strategy?

R9 : Have you eliminated the purchase of all single use disposable dishware (paper or plastic cups, plates, bowls, utensils, coffee stirrers, Styrofoam products, etc.)?

Completed this action

☐ Points 1

REQUIRED: How did you achieve this strategy?

R10 : Does your company discourage the purchase of single-use plastic water bottles and support alternatives?

Completed this action

☐ Points 1

REQUIRED: How did you achieve this strategy?

R11 : Do you provide recycling for your employees for common household items, such as their cell phones, rechargeable batteries, electronics, and/or printer cartridges?

Completed this action

☐ Points 1

REQUIRED: How did you achieve this strategy?

R12 : Do you provide compost bins and conduct your own composting or contract with a third party composter?

Completed this action

☐ Points 2

REQUIRED: How did you achieve this strategy?

R13 : Have you connected with your fellow tenants and/or property manager to discuss items you are unable to accomplish in this section?

Completed this action

☐ Points 2

REQUIRED: How did you achieve this strategy?

R14 : Have you performed any innovative green practices with respect to resource management not covered elsewhere in this section?

Completed this action

☐ Points 1

REQUIRED: How did you achieve this strategy?

Total



Water

W1 : Have you conducted a water use audit by participating in the Austin Water 3C Business Challenge or the Industrial, Commercial or Institutional (ICI) Audit Rebate Program?

Completed this action

☐ Points 3

REQUIRED: How did you achieve this strategy?

W2 : Do you practice water-efficient irrigation with monthly walk-throughs, maintenance, and seasonal scheduling changes?

Completed this action

☐ Points 2

REQUIRED: How did you achieve this strategy?

W3 : Do you practice sustainable landscaping by planting 90% native and/or drought resistant plants like those found in the Grow Green plant guide?

Completed this action

☐ Points 3

REQUIRED: How did you achieve this strategy?

W4 : Do you utilize auxiliary water such as reclaimed water, rainwater harvesting, AC water recycling, cooling water blow-down, graywater, or other auxiliary waters?

Completed this action

☐ Points 3

REQUIRED: How did you achieve this strategy?

W5 : Have you completed and submitted an Integrated Pest Management (IPM) plan to the Watershed Protection Department?

Completed this action

☐ Points 3

REQUIRED: How did you achieve this strategy?

W6 : Do you avoid the practice of washing cars, equipment, and other items where the runoff water can flow straight to the storm drain?

Completed this action

☐ Points 2

REQUIRED: How did you achieve this strategy?

W7 : Do you keep receiving/loading docks, dumpsters and parking areas free of litter, debris, oil, chemicals, and other contaminants, and provide signage in key areas that describes proper practices to prevent pollutants from reaching storm drains?

Completed this action

☐ Points 1

REQUIRED: How did you achieve this strategy?

W8 : Has someone from your business attended a Grow Green Landscape Training in the last year?

Completed this action

☐ Points 2

REQUIRED: How did you achieve this strategy?

W9 : To promote employee awareness, have you posted signs in restrooms and kitchen areas to encourage water conservation?

Completed this action

☐ Points 2

REQUIRED: How did you achieve this strategy?

W10 : Do your toilets use 1.28 gallons or less per flush your urinals use 0.5 gallons or less per flush and do you have faucet aerators with a target flow rate of 1.5 gallons per minute (kitchen), & 0.5 (bathroom)?

Completed this action

☐ Points 2

REQUIRED: How did you achieve this strategy?

W11 : Do you have a policy to conduct regular leak checks on bathroom sinks and toilets and a process for their proper repair?

Completed this action

☐ Points 1

REQUIRED: How did you achieve this strategy?

W12 : Have you connected with your fellow tenants and/or property manager to discuss items you are unable to accomplish in this section?

Completed this action

☐ Points 2

REQUIRED: How did you achieve this strategy?

W13 : Have you performed any innovative green practices with respect to water not covered elsewhere in this section?

Completed this action

☐ Points 1

REQUIRED: How did you achieve this strategy?

Total



Energy

E1 : Have you tracked your energy use over the last 12 months using the EPA's ENERGY STAR® measurement and tracking tool, Portfolio Manager?

Completed this action

☐ Points
3

REQUIRED: How did you achieve this strategy?

E2 : Have you disclosed your monthly energy use to your fellow tenants and/or property manager?

Completed this action

☐ Points
1

REQUIRED: How did you achieve this strategy?

E3 : Do you keep your indoor air temperature between 66°F and 70°F in winter, 74°F and 78°F in summer, and use programmable thermostats to automatically regulate temperatures depending on occupancy?

Completed this action

☐ Points
1

REQUIRED: How did you achieve this strategy?

E4 : Do you set your refrigerator temperatures between 35°F and 38°F, freezer temperatures between 0°F and 5°F, and hot water heater temperature to 120°F or less (or the lowest temperature allowed by Health and Human Services)?

Completed this action

☐ Points
1

REQUIRED: How did you achieve this strategy?

E5 : Have you replaced the majority of indoor and outdoor incandescent light bulbs and T12 fluorescent with more energy efficient lighting

Completed this action

☐ Points
2

REQUIRED: How did you achieve this strategy?

E6 : Do you have window film or Solar Screens to block out summer heat and keep in heat during the winter?

Completed this action

☐ Points
2

REQUIRED: How did you achieve this strategy?

E7 : Do you have timed lighting or occupancy sensors in common areas, or do you use daylight sensors to adjust artificial lighting levels automatically?

Completed this action

☐ Points
1

REQUIRED: How did you achieve this strategy?

E8 : Do you require the purchase of ENERGY STAR® qualified equipment and appliances?

Completed this action

☐ Points
3

REQUIRED: How did you achieve this strategy?

E9 : Does your Heating, Ventilation, and Air Conditioning (HVAC) system meet Energy Efficiency Rating (EER) and Seasonal Energy Efficiency Ratio (SEER) minimum efficiency Standards as outline in the 2012 Energy Code adopted by the City of Austin?

Completed this action

☐ Points
2

REQUIRED: How did you achieve this strategy?

E10 : Do you perform HVAC and refrigeration system maintenance according to the manufacturers' recommendations?

Completed this action

☐ Points
2

REQUIRED: How did you achieve this strategy?

E11 : Do you generate and use renewable energy on-site?

Completed this action

☐ Points
3

REQUIRED: How did you achieve this strategy?

E12 : Do you contribute to renewable energy generation through the GreenChoice® program or do you offset energy related emissions with carbon offsets?

Completed this action

☐ Points
3

REQUIRED: How did you achieve this strategy?

E13 : Have you connected with your fellow tenants and/or property manager to discuss items you are unable to accomplish in this section?

Completed this action

☐ Points
2

REQUIRED: How did you achieve this strategy?

E14 : Have you performed any innovative green practices with respect to energy not covered elsewhere in this section?

Completed this action

☐ Points
1

REQUIRED: How did you achieve this strategy?

You achieved

out of a total of **27** points available for this section

Total



Healthy Work Environment

H1 : Have you joined the Mayor's Health & Fitness Council?

Completed this action

☐ Points
3

REQUIRED: How did you achieve this strategy?

H2 : Has your company established and enforced tobacco-free worksite policies, initiatives and programming that actively promote tobacco-free living?

Completed this action

☐ Points
2

REQUIRED: How did you achieve this strategy?

H3 : Do you have a policy requiring the purchase of low- or no-VOC cleaners, polishes, sealants, adhesives, paints, carpeting, and finishes

Completed this action

☐ Points
2

REQUIRED: How did you achieve this strategy?

H4 : Do you provide education and/or resources to support employee health and wellness such as workshops, counseling or printed materials on good nutrition, physical fitness stress management, etc.?

Completed this action

☐ Points
2

REQUIRED: How did you achieve this strategy?

H5 : Do you offer staff options or assistance to ensure proper ergonomics at employee workstations?

Completed this action

☐ Points
1

REQUIRED: How did you achieve this strategy?

H6 : Do you have programs or initiatives in place that promote and encourage healthy food choices, designed to make it easier for employees to maintain healthy diets?

Completed this action

☐ Points
3

REQUIRED: How did you achieve this strategy?

H7 : Do you have programs or initiatives in place to promote and encourage physical activity?

Completed this action

☐ Points
3

REQUIRED: How did you achieve this strategy?

H8 : Does your company purchase and display art created by local artists and/or showcase employee art?

Completed this action

☐ Points
1

REQUIRED: How did you achieve this strategy?

H9 : Do you provide a Mother Friendly Worksite? Mother-Friendly Worksites are businesses that proactively support employees who choose to breastfeed their infants.

Completed this action

☐ Points
2

REQUIRED: How did you achieve this strategy?

H10 : Have you connected with your fellow tenants and/or property manager to discuss items you are unable to accomplish in this section?

Completed this action

☐ Points
2

REQUIRED: How did you achieve this strategy?

H11 : Have you performed any innovative green practices with respect to healthy work environment not covered elsewhere in this section?

Completed this action

☐ Points
1

REQUIRED: How did you achieve this strategy?

Total



Transportation

T1 : Have you studied/tracked how employees get to work by using a commuter survey and created a commuter plan?

Completed this action

☐ Points 1

REQUIRED: How did you achieve this strategy?

T2 : Do you provide a public transit benefit program to encourage use of public transportation?

Completed this action

☐ Points 2

REQUIRED: How did you achieve this strategy?

T3 : Do you offer employee carpool program tools to help your staff find carpool partners

Completed this action

☐ Points 1

REQUIRED: How did you achieve this strategy?

T4 : Do you compensate or provide other incentives to employees that avoid driving alone to work?

Completed this action

☐ Points 3

REQUIRED: How did you achieve this strategy?

T5 : Do you provide secure, well lit, weather protected onsite bicycle parking for employees and guests?

Completed this action

☐ Points 2

REQUIRED: How did you achieve this strategy?

T6 : Have you signed up for a Bike Share program and provided membership for your employees or created your own bike sharing program?

Completed this action

☐ Points 2

REQUIRED: How did you achieve this strategy?

T7 : Do you provide showers and lockers in your place of business or subsidize nearby gym memberships for bike commuters to use and/or access those amenities?

Completed this action

☐ Points 3

REQUIRED: How did you achieve this strategy?

T8 : Do you have a telecommuting or flextime policy for employees? Or, are you a home-based business?

Completed this action

☐ Points 1

REQUIRED: How did you achieve this strategy?

T9 : Does your business regularly use teleconferencing or webinars instead of traveling to meetings?

Completed this action

☐ Points 1

REQUIRED: How did you achieve this strategy?

T10 : Have you signed up for a Car Share program and provided membership for your employees?

Completed this action

☐ Points 2

REQUIRED: How did you achieve this strategy?

T11 : Do you provide an onsite electric vehicle charging station?

Completed this action

☐ Points 1

REQUIRED: How did you achieve this strategy?

T12 : Have you connected with your fellow tenants and/or property manager to discuss items you are unable to accomplish in this section?

Completed this action

☐ Points 2

REQUIRED: How did you achieve this strategy?

T13 : Have you performed any innovative green practices with respect to transportation not covered elsewhere in this section?

Completed this action

☐ Points 1

REQUIRED: How did you achieve this strategy?

Total

Community
Stewardship

S1 : Does your business use local foods or participate in a Community-Supported Agriculture (CSA) or other farm to work program?

Completed
this action

☐ Points
3

REQUIRED: How did you achieve this strategy?

S2 : Do you donate or share your business space (either permanently or on occasion) with local organizations to host activities and events that promote green and sustainable community practices?

Completed
this action

☐ Points
2

REQUIRED: How did you achieve this strategy?

S3 : Does your company donate materials such as furniture, electronics, or other supplies to local charities or non-profit organizations?

Completed
this action

☐ Points
3

REQUIRED: How did you achieve this strategy?

S4 : Does your company encourage or incentivize employee participation in local mentoring or tutoring programs for youth?

Completed
this action

☐ Points
3

REQUIRED: How did you achieve this strategy?

S5 : Does your company participate in community volunteer events and encourage employees to engage in other community service and volunteerism?

Completed
this action

☐ Points
3

REQUIRED: How did you achieve this strategy?

S6 : Have you referred another business to participate in the Austin Green Business Leaders program?

Completed
this action

☐ Points
2

REQUIRED: How did you achieve this strategy?

S7 : Does your company sponsor any community causes?

Completed
this action

☐ Points
3

REQUIRED: How did you achieve this strategy?

S8 : Have you connected with your fellow tenants and/or property manager to discuss items you are unable to accomplish in this section?

Completed
this action

☐ Points
2

REQUIRED: How did you achieve this strategy?

S9 : Have you performed an innovative green practice with respect to community stewardship not covered elsewhere in this section?

Completed
this action

☐ Points
1

REQUIRED: How did you achieve this strategy?